



CATPA Board Minutes

Date: December 18, 2014
Location: Colorado Farm Bureau
9177 E. Mineral Circle
Centennial, CO 80112

Scheduled Time: 1:30 PM – 3:30 PM
Conference Call Passcode: 948348
Long Distance: 1-877-820-7831
Denver/Metro: 720-279-0026

Attending Board Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Jerry Cole, Chair Person | <input checked="" type="checkbox"/> Robert Pace, Insurance Rep. |
| <input checked="" type="checkbox"/> Tonia Rumer, Vice Chair Person | <input type="checkbox"/> Chief Kevin Paletta, Law Enforcement |
| <input type="checkbox"/> Dan Bowers, Insurance Rep. | <input checked="" type="checkbox"/> Jess Redman, District Attorney Rep. |
| <input checked="" type="checkbox"/> Judi Burk, Insurance Rep. | <input checked="" type="checkbox"/> Carole Walker, Insurance Rep. |
| <input type="checkbox"/> Ron Kammerzel, DOR | <input checked="" type="checkbox"/> Com. David Weaver, Law Enforcement |
| <input checked="" type="checkbox"/> LTC Brenda Leffler, CDPS | |

Attending CATPA Office Staff

- | | |
|--|---|
| <input checked="" type="checkbox"/> Robert Force, Director | <input checked="" type="checkbox"/> Charla Phagan, Office Manager |
| | <input checked="" type="checkbox"/> Gina Salazar, Grant Manager |

Guests Present

None present.

Call to Order

CATPA Vice-Chair called the meeting to order at 1:45 pm and welcomed Board Members to this month's meeting. Chair Person Jerry Cole was delayed in arriving at the meeting due to traffic congestion.

Agenda Amendments

No amendments were made to the agenda.

Standing Business

Approval of October 16, 2014 CATPA Board Minutes

There was no discussion about the October 16, 2014 CATPA Board Minutes.

- A motion was made by David Weaver to approve the October 16 CATPA Board Meeting Minutes.
- The motion was seconded by Jess Redman.
- The motion passed unanimous.

Approval of November 20, 2014 CATPA Board Minutes

- There was no discussion about the November 20, 2014 CATPA Board Minutes.
- A motion was made by Robert Pace to approve the November 20 CATPA Board Meeting Minutes.
- The motion was seconded by Jess Redman
- The motion passed unanimous.

CATPA Financial Reports

November 20 Operating Budget Report

It was reported that for this reporting, staff was still having difficulties getting the payroll, indirect cost and interest figures from financial services due to CORE limitations.

- A motion was made by David Weaver to approve the November Operating Budget Report.



- *The motion was seconded by Jess Redman.*
- *The motion passed unanimously.*

December 18 Operating Budget Report

For this reporting staff was able to obtain the payroll figures from July through October for a better picture of the personnel expenditures.

- *A motion was made by Robert Pace to approve the December Operating Budget Report.*
- *The motion was seconded by David Weaver.*
- *The motion passed unanimously.*

November 20 Grantee Budget Report

- *A motion was made by Jess Redman to approve the November 20 Grantee Budget Report.*
- *The motion was seconded by Robert Pace.*
- *The motion passed unanimously.*

December 18 Grantee Budget Report

ATTIC and BATTLE have submitted reimbursements.

- *A motion was made by Jess Redman to approve the December 18 Grantee Budget Report.*
- *The motion was seconded by Robert Pace.*
- *The motion passed unanimously.*

Budget Modification Requests

None presented.

Grantee Update

- EMATT & BATTLE sent recent reports showing the activities of their task forces.
- Monthly reporting is not being done by all grantees-staff will reach out to those not reporting individually to make sure they understand the reporting responsibilities and start meeting the reporting requirements.
 - CAAT is rethinking whether they will submit a grant application for FY16 due to the administrative requirements and the time constraints for Carole and Molly as employees of RMIIA. CATPA staff clarified the reporting requirement differences for law enforcement grantees (more statistical data reporting is required on a monthly basis) and CATI and CAAT (reporting is required before and after trainings or public campaigns). All grantees however should be making financial reporting at a minimum of quarterly.
 - It has become evident that CAAT and CATI need to budget funds for grant administration with in their applications.
- ATTIC has met with Lakewood Police Department in an effort to resolve issues with capturing their auto theft data.
- Lieutenant Jane Anderson (Colorado Springs PD) has taken leadership of the Southern Colorado program administration and is making positive strides in bringing the program up to the Board's expectations. ALPR's have been reassigned to departments who will make use of them and their administrative Board has given approval of the consolidation efforts for the FY16 grant cycle.



- ATTIC is working to make reports easier to get and read for the task forces. In looking at the data, auto theft is actually going down.

New Business

Request from Governor's Office on Sheriff's Representative

Initially staff didn't see a problem with Commissioner Weaver retaining his position on the Board as a retired law enforcement official. Staff was hoping to keep the term cycle without partial terms and not have a new representative during the consolidation process. However the Governor's Office has decided that a replacement must be named. Our Board can still make recommendations: Commissioner Weaver stated that the Pueblo Sheriff might be interested. Other prospects would be the Sheriff from Adams or El Paso counties. The Sheriff's Association is meeting in January and after that a nomination will be sent to the Governor's Office. It was noted that our statute needs to be changed in order to formalize the position requirement as belong to a department Chief or a Sheriff or their designee.

Review of Grant Criteria for FY 2016

Staff prepared an updated Grant Manager's Guidance document for the Board's review highlighting seven principles to base award amounts. After review of each principle staff asked for a motion to decide which principle will be used for the FY16 grant cycle.

Discussion Points:

- The Board needs to take into consideration how much money is going out- for example 71% of the funds are awarded to Law Enforcement and of that 71% the Gold Camp area is receiving 54% of the funds. Are the funds being properly allocated?
 - Each county should be allocated the same dollar amount that is collected from registered vehicles in their county; funding needs to be realigned.
 - Why do we want to use land as a factor? Because cases often cross jurisdictional boundaries this factor doesn't make much sense. Law Enforcement agencies should be partnering; what efforts are being made to stop auto theft without CATPA funding?
 - Of the initiatives dictated by the statute, which initiatives does the Board want to expand and grow?
- *A motion was made by Jess Redman to use Criteria Based Evaluation (principle 7) in the FY16 grant cycle.*
 - *The motion was seconded by David Weaver.*
 - *The motion passed unanimously.*

FY16 Grant Kick –Off Meeting

A Kick-Off meeting was held earlier in the day (December 18, 2014) with the prospective FY16 grant applicants. At this meeting staff reiterated that supplemental funds have been expended and the FY16 grant cycle will solely rely on the assessment fees collected for the 2014 reporting period. There was a review of the CATPA mission statement, objectives and the proposed schedule for the FY16 grant cycle. The criteria evaluation principles were explained and hints for preparing facts,



information and documents were given. Gina Salazar also reviewed the application process in the COGMS system (as this is the required method for application submission) as well as the reporting requirements.

Discussion Points:

- It was stressed to the grantee applicants that they should be partnering with each other in order to make sure all the initiatives are being properly funded. Example: Law enforcement should work with CATI for trainings and with CAAT for public education campaigns. The funds should go to either CATI or CAAT to produce the initiative programs instead of giving the funds to the law enforcement grantees. At this time CATI is working on developing a strategic plan for building curriculums for both basic and advanced auto theft training programs.

CATPA Briefing Reports

Metro Task Force Consolidation Update

- Meetings have been held with the current leadership from MATT (Commander Becker), EMATT (Jeff Foster, Aurora PD) and BATTLE (Captain Mason) to continue to work on consolidation issues.
- At this point Commitment Letters have been received by all current grantee partners except Douglass County Sheriff and Westminster. Because of realignments at Westminster PD auto theft is not a priority and they do not intend to participate. Commissioner Weaver stated that he thought Douglas County Sheriff would probably participate.
- A Metro Area Board will be getting together in mid-January to review policy/procedures and talk about one location and strategize for a combined grant application. CATPA staff is helping with the search for a location. MATT has to move out of the Lakewood Police Department. They may have a need for funds to rent a new property.

Statewide Task Force Consolidation Update

- A meeting was held with representatives from SCRATT (Janie Anderson), WCATT (Grimsby) and BATTLE (Captain Mason).
- All participants are in agreement to participate in a consolidated statewide grant application.

Unfinished Business

Watch Your Car Survey Form

Staff has prepared this survey form to gage the interest in the participation of the Watch Your Car Program. This survey would be sent out via the CCIC system with the help of Ted DeRosa (CBI). Staff would like the approval of the Board.

- *A motion was made by Jerry Cole to approve the survey for distribution through the CCIC system.*
- *The motion was seconded by Jess Redman.*
- *The motion passed unanimously.*

Next Meeting: 1/15/2015 @ CATPA Offices from 1:30 – 3:30pm

ADJOURN:



The meeting was adjourned at 3:54 p.m.

DRAFT